SUGGESTED POLICY REVISIONS BASED ON CABE MODEL POLICY

1312P

COMMUNITY/BOARD OPERATIONS

GENERAL COMPLAINT PROCEDURES

The public will be encouraged to resolve complaints with the individual to whom the complaint is directed.

No member of the community shall be denied the right to petition the Board of Education to remedy a complaint. Keeping this in mind, all complaints shall be first referred back through the proper administrative channels for solution before investigation and/or action by the Superintendent or the Board of Education. Exceptions are complaints that fall within the Board's jurisdiction by statute or Board policy.

The Board advises the public that the proper channeling of complaints involving instruction, discipline, **information technology, cafeteria, buses,** or learning materials is as follows:

1. Teacher**, School-based Staff**

2. School Administrator **or Director**

3. Superintendent or her/his designee

4. Board of Education: Should a member of the public not be satisfied with the response to a complaint after following the channels above, he/she may submit a written request for a meeting with the Board of Education. The Board will consider the written complaint, in executive session if appropriate, and will respond to the requesting party promptly, generally within thirty (30) days of receipt of the written complaint.

Challenged Material (See Policy 6163.1 Library Materials)

~~A procedure for processing and responding to criticism of approved materials shall be established and followed. This procedure shall include a formal, signed complaint of standard format and an appointed committee to re evaluate the material in question.~~

In all cases, the decision to retain or reject shall be made on the basis of whether the material represents life in its true proportions, whether circumstances are realistically dealt with, and whether the material has literary or social value. Factual material shall be included in all instructional material collections.

Complaints Regarding Books and/or Other Educational Materials

The Board of Education has established the following guidelines for addressing complaints regarding the utilization of books and/or other educational materials in the instructional program of the Colchester Public Schools.

1. A parent and/or legal guardian has the right to request that his/her child not read, view or hear given material, provided a written request is made to the appropriate teacher. The teacher will confer with the school administrator and will discuss the request and its impact on the student's participation in the curriculum. After such discussion, the teacher will notify the parent and/or legal guardian in writing of the alternative educational activity. No parent and/or legal guardian has the right to determine instructional materials for students other than his/her own children.

2. If there is parental and/or legal guardian concern about a particular book or instructional material, the parent and/or legal guardian will be given the opportunity to complete a "Request for Review of Book or Other Instructional Material" form (Policy/Regulation 6163.1 Form 1). This request will be reviewed by the teacher giving the assignment, the appropriate department chair, and the school administrator. If a question arises concerning the suitability of a library book or other library material, the same form will be used to register parental and/or legal guardian concern and the form will be reviewed by the library-media specialist, the appropriate department chair, and the school administrator. The school administrator will discuss the results of the review with the Director of Curriculum and provide an answer, giving the district's position, to the parent and/or legal guardian. If the parent and/or legal guardian are not satisfied with the district's position, he/she may appeal to the Superintendent.

Legal Reference: *Keyishian v. Board of Regents,* 385 U.S. 589.603 (1967)

President's Council, District 25 v. Community School Board No. 25, 457 F.2d 289 (1972). cert/denied 409 U.S. 998 (1976)

Minarcini v Strongsville City School District, 541 F.2d 577 (6th Cir. 1976).

Board of Education, Island Trees Union Free School District No. 26 v. Pico, 457 U.S. 853 (1982).

Academic Freedom Policy (adopted by Connecticut State Board of education, 9/9/81).

Connecticut General Statutes

10-238 Petition for hearing by Board of Education

Policy Adopted: April 8, 2008
Policy Revised: March 30, 2021

COLCHESTER PUBLIC SCHOOLS
Colchester, Connecticut